



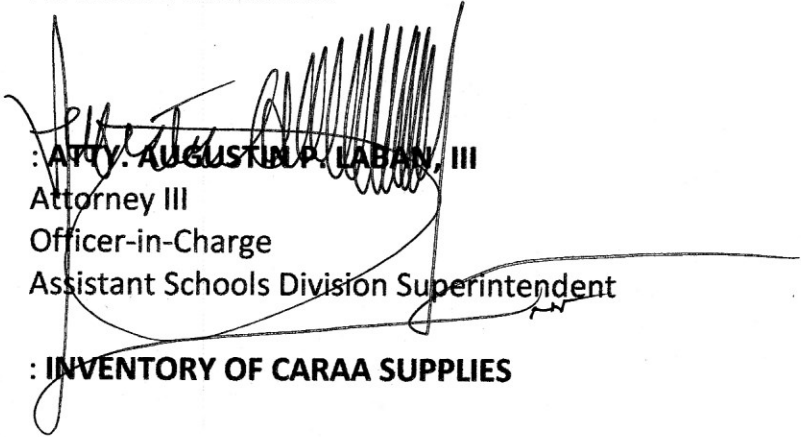
Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



January 8, 2016

DIVISION MEMORANDUM NO. 14, s. 2016

TO : School Heads of Billeting Schools of CARAA 2015
All Others Concerned

FROM : 
Atty. Augustin P. Laban, III
Attorney III
Officer-in-Charge
Assistant Schools Division Superintendent

SUBJECT : **INVENTORY OF CARAA SUPPLIES**

1. Please submit an inventory of supplies and materials received by the school as billeting for CARAA 2015. This is to assess what materials are lacking.
2. In addition, it is also requested from you to submit a list of materials/supplies needed for CARAA 2016. Calling the attention of the new billeting schools for CARAA 2016, Rizal Elementary School and Bonifacio Elementary School.
3. Submit the same to the Chief School Governance and Operations Division (SGOD) Office on or before **January 12, 2016 (Tuesday)**.
4. Strict compliance of all concerned is required.
5. Please be guided accordingly.